

DRAFT 2018-11-14 Meeting notes

Date

2018-11-14

Status of Minutes

DRAFT

Approved at: <<Insert link to minutes showing approval>>

Agenda

1. Call to order
 - a. Roll Call & Determination of quorum status
 - b. Agenda bashing
 - c. Kantara Organization updates
2. WG Motions
3. Discussion
4. Upcoming conferences and events
5. All Other Business (AOB)
6. Adjourn

Attendees

Voting

- Corné van Rooij
- Jim Pasquale
- Andrew Hughes

Non-Voting

- David Turner
- Ken Klingenstein
- Colin Wallis
- Sal D'Agostino

Regrets

Quorum Status

Meeting was <<<>>> quorate

Voting participants

[Participant roster \(CMS\)](#) - Quorum is 4 of 6 as of 2018-04-02

(Voting status: Corné van Rooij, Jim Pasquale, Andrew Hughes, Tony Fish, Pushpalanka Jayawardhana, John Wunderlich)

Discussion Items

Time	Item	Who	Notes
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5 min	<ul style="list-style-type: none"> • Call to order • Roll call • Agenda bashing • Organization updates 	Chair	<ul style="list-style-type: none"> • Meeting was called to order and the roll was called • Please ensure that you sign the Group Participation Agreement • Please review these blogs offline for current status on Kantara and all the DG/WG: <ul style="list-style-type: none"> • 2018: October • Work + Discussion Group Activity • Colin: ISO SC 27/WG 5 item <ul style="list-style-type: none"> • ISO 29184 Privacy Notices and Consent - is at the last committee draft stage • The general plan was for Kantara to contribute the Kantara Consent Receipt spec into this work • Colin has asked the WG 5 mailing list about this idea - low response but generally positive • The deadline for submissions is around February 24, 2019 - need to assign editor time to it
5 min	WG Motions Quorum required	Chair	<p>Moved by:</p> <p>Seconded:</p> <p>Discussion:</p> <p>Result:</p>
5 min	Introductions	All	Welcome!
30 min	Discussion on document drafting	Corné	<p>The draft is in a Google doc - feel free to comment - Chairs and Editor will control acceptance of material.</p> <ul style="list-style-type: none"> • Review this Powerpoint deck • Corné gave an overview of the process steps iWelcome goes through during customer workshops. <ul style="list-style-type: none"> • The workshops deal with Information Management, data flows, and eventually what user consents are required by the customer systems. • They talk about the customer journey (UI and consumer facing) and the iWelcome digital platform (API and platform facing) • Define the data model, the data processing purposes and consumer control capabilities • They discover the mandatory minimum data to deliver the service; data processed under other legal bases (collection is permitted but not mandatory); voluntary data where consent is needed • Q: Noted that "workforce" is listed in the first slide - do the workshops cover employee data? Normally the workshops are directed at the 'consumer' interaction. • ACTION: The Employee use case should be covered in the consent use cases. • They work through the customer journey to define the data model - registration and initial data collection, data collection at later stages • The process highlights where additional data is wanted by the company but is not in the data model - requires further analysis by the team • The workshop then defined processing purposes for each of Mandatory, Other legal basis, and Voluntary data collection/processing • Note that these analysis processes are independent of the specific architecture implemented • Corné showed how the metadata could be used to give transparency and user controls in the mobile UI • Q: Should there be a "consent notice" in addition to the "privacy notice"? • Patterns that we should analyse <ul style="list-style-type: none"> • One time data collection, single use • One time data collection, multiple use • Periodic data collection • 'Continuous' data collection from a data connection
FYI	Discussion on the Interview Questions	All	The first draft of the interview questions is in a Google doc - please comment.
5 min	Upcoming conferences and events	Andrew	<p>Events that Kantara will have an active role: https://kantarainitiative.org/events/</p> <ul style="list-style-type: none"> • Corné presented a draft WG timeline leading up to EIC in May
5 min	AOB	Chair	<ul style="list-style-type: none"> • At the Kantara member meeting - Paul Knowles presented the Blinding Identity Taxonomy and Schema Overlays - put on the agenda for a future meeting
	Adjourn	Chair	Next WG meeting Wednesday, November 21, 2018 10:00 Eastern Standard Time / 14:00 GMT